

Student Intern Pre-Arrival Requirements

In order to minimize the amount of time needed for orientation and training during the first week of you internship, you are asked to complete the following survey and on-line training requirements prior to arrival.

DOE Pre-Survey: You must have your username and password to gain access.

All interns are required to submit a pre-survey on line.

Log onto: <http://educationlink.labworks.org/> and complete before your arrival. It is strongly suggested that you print a copy and bring it with you as proof of completion just in case of an electronic error.

BNL Training: You must have a BNL Guest Number to gain access. Your BNL Guest Number is indicated on the bottom of your travel letter. If it is missing, we did not receive your Guest registration form and you are not active in our system. Please email gurski@bnl.gov to obtain a new guest number or activate an existing number.

Interns are required to complete the following on-line computer training:

Log onto: <http://training.bnl.gov> - go to Web Courses and complete the following:

- Guest Site Orientation – TQ-GSO
- Cyber Security Training – GE-CYBERSEC
- Lyme Disease & Tick – TQ-LYME1

Again, it is strongly suggested that you print a copy and bring it with you as proof of completion just in case of an electronic error.

Note: Your appointment cannot begin until the above requirements have been completed.